

**COSTI 19TH ANNUAL GOLF TOURNAMENT
PROCEDURES, ACTIVITIES AND
COVID-19 STANDARD OPERATING
PROCEDURES**

**DIAMONDBACK GOLF CLUB
WEDNESDAY, JULY 7, 2021**



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GOLF TOURNAMENT PROCEDURES & ACTIVITIES

Please note that the following procedures and activities outlined in this document are designed to help protect golfers, guests, organizers and employees alike and may be subject to change based on local circumstances. All registered participants will receive advance notice of any significant changes two weeks prior to July 7th.

COSTI's Annual Golf Tournament Event has been modified to meet ClubLink's Standard COVID-19 Operating Procedures. This year, COSTI will not be able to utilize the traditional "shotgun start" organization structure which allows for all participants to arrive within a specified time frame, tee-off at the same time, finish at the same time and enjoy post-golf hospitality and celebrations at the same time.

Instead, the golf event will utilize a pre-scheduled, foursome by foursome, designated tee-off time organization structure. This can be very enjoyable for participants, as it will feel like a more intimate, less action-packed golf experience. The tournament format and recording of scores during the round will be confirmed upon registration.

Tournament Sponsors will continue to maintain a strong presence as event banners and signage to recognize sponsors is permitted, as is photography. In addition, Sponsors will have an online presence prior to, and following the tournament on COSTI's website and social media platforms.

Property Access, Arrival Time, Registration and Screening

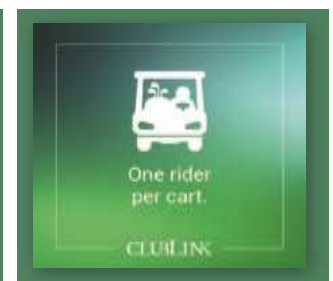
- One person shall be at the property entrance (greeter) to stop vehicles and inform golfers of protocols prior to teeing off.
- Individuals entering the property will be asked standard questions to screen for COVID-19 before they are permitted entry.

Check-in and Preparation for Play

- Individuals must be pre-registered and have a tee-off time assigned in advance of the tournament.
- Golfers can check-in no more than 30 minutes before their tee time.
- Golfers can access practice facilities no more than 30 minutes before their tee time.
- Participants will be directed to a specified drive up check-in area upon arrival (30 minutes ahead of their tee-time).
- Event gift packages will be placed in the trunk of the car by a COSTI staff member at the check-in area.
- Golfers will be provided an orientation of local rules, safety precautions and golfer responsibilities.

Tee-Off

- One foursome will tee-off every ten minutes.
- Only one rider per cart is permitted, unless they are from the same household (see Golf Cart Modifications for additional information).



GOLF TOURNAMENT PROCEDURES & ACTIVITIES – CONTINUED

Golf Cart Modifications

- All golf carts will be staged in designated areas.
- Bag service will not be available. Golfers shall load/unload their own golf bags on to carts.
- All golf carts are limited to one rider only, except where two riders live in the same household.
- No tees, scorecards or pencils will be placed in carts. Scorecards and pencils will be provided by the starter at the first tee.
- Designated cart staging areas will be created for the safe return of carts using physical barriers or signage.
 - Golfers will be asked to clean the cart after use by putting all items in the bins provided at the cart return area.
- DiamondBack employees will clean and disinfect all golf and push carts before and after use.

Hole and Practice Activities

- No activities or contests will be conducted at holes. However, Awards will be delivered to foursomes for: Most Honest Team, 3rd Place, 2nd Place and Best Mixed Team, as well as Best Golfers following the tournament.
- The Driving Range is accessible only within 20 minutes of tee-off time:
 - The Driving Range stations spread out at least 4 meters apart with distinct separation between stations.
 - All non-essential items such as bag stands or den caddies have been removed.
 - Golf balls are stacked in pyramids to minimize touch points.
 - All range-balls are cleaned with water and soap, after every pick-up prior to making them available for golfers.
- Putting Green areas are only accessible within 20 minutes of tee-off time:
 - Golfers must use their own golf balls.
 - Pins have been modified with a nail or spike. No holes will be cut in putting green.
 - All bunker rakes have been removed.

Gourmet Meal

- The menu includes 8-ounce New York steak with Au Ju; Roasted Seasoned Potatoes and Sautéed Vegetables; Cheesecake with Berry Coulis; and a beverage.
- Meals can be enjoyed on a foursome-by-foursome basis before or after golf the round of golf (depending on tee-off).
- Participants will be able to enjoy their meals outside in the patio area, with social distancing in place.

Gift Bag and Auction

- New and exiting items will be included in this year's gift bags to golfers.
- A Live and Silent Auction will not be held on the day of the tournament.
- An Online Auction with amazing items will be launched two days prior to the tournament.

ADDITIONAL VENUE AND COURSE MODIFICATIONS

On-Course Modifications

- The cup will be turned upside down and positioned slightly below grade to allow for easy retrieval from the hole with a putter, or a touchless golf ball retrieval system may be used.
- Flagsticks are labelled 'do not touch' and golfers will be instructed to keep flagsticks in the hole at all times.
- Once a golfer commences putting, they shall continue until they hole out.
- Ball washers and course furniture have been removed, where possible.
- Water coolers or water stations will not be available on course.
- No-touch garbage cans are available on course.
- Bunker rakes have been removed from the course and these areas will be temporarily played as lift, clean and place. Golfers will be asked to use their foot to smooth footprints as they exit a bunker.
- DiamondBack staff will tour the golf course periodically to ensure policies and procedures are being followed. This includes but is not limited to alcohol consumption, social distancing, golf course local condition rules, and pace of play.

Clubhouse and Facilities

- When Clubhouse access is necessary, entrance and touch points have been minimized.

Washrooms and Locker Rooms

- Designated washrooms will be available. Non-essential supplies have been removed.
- Alcohol-based hand sanitizers are available outside of washrooms and in public areas.
- Kleenex is available in washrooms and public areas.
- Locker Rooms and Golf Shop may be open by July.

Other Services

- Rental clubs are available.
- Club cleaning and bag storage will not be available.
- Locker rooms and shower facilities are closed.
- Golfers only permitted on the golf course (no external vendors or event staff).
- Employees will not handle re-usable bags or containers, including water bottles from golfers.

Additional Preventative Measures:

- High frequency touch points (across all departments and washrooms) are disinfected at least twice a day. Each staff member will have their own spray bottle with disinfectant (and/or food-safe sanitizer when applicable) to use to disinfect/sanitize their area, equipment and tools.
- Each staff member is screened for COVID-19 before they are permitted to enter the workplace.

PROTECTING YOURSELF AND OTHERS

Self-Check Before Leaving Home

- Stay home if:
 - You are feeling unwell,
 - You have travelled outside Canada within the past 14 days,
 - You have a new or worsening cough or fever,
 - You had close contact with a confirmed or probable case of COVID-19,
 - You have been advised by a medical professional to self-isolate.
- Practice respiratory etiquette, including coughing and sneezing into your arm. Dispose of tissues immediately into trash receptacles.

Mandatory Masks and Face Coverings inside Public Spaces

- Masks or face coverings are mandatory in all indoor public spaces.
- All staff, customers or visitors are required to wear a mask or face covering while inside public spaces, including but not limited to: bathrooms, golf shop, halfway house, bistro and common areas. The mask or face covering must cover the nose, mouth and chin. People who are not wearing a non-medical mask or face covering shall not be permitted to enter the building.
- Some people have exemptions for mandatory masks (e.g. children under the age of two and people with certain health conditions, employees in designated areas or protected by a physical barrier).

Physical Distancing

- Always maintain a distance of at least 2 meters from others (one flagstick length).
- Maintain a safe distance while handing goods and making transactions.
- Protective barriers are used to protect cashiers and customers in payment transaction areas.
- Observe floor markings and barriers to maintain proper traffic flow and physical distancing between customers where line-ups can form.
- Limits to the number of people allowed in the same area will be imposed.
- DiamondBack employees will be assigned to monitor safe physical distancing in congested areas like entrances/exits and checkouts.

Hand Hygiene

- Wash hands often and for at least 20 seconds with soap and water or alcohol-based hand sanitizer.
- Avoid contact with face and eyes with unwashed hands.
- Avoid common greetings, such as handshakes and instead greet with a wave.
- Avoid contact with high frequency touch points.